



Economic Development  
Foundation

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**Meeting Minutes**  
**ND Economic Development Foundation Meeting**  
**Thursday, August 18, 2016**  
**Grand Williston Hotel & Conference Center**  
**3601 2<sup>nd</sup> Avenue West**  
**Dickinson, ND 58401**

**WELCOME AND CALL TO ORDER:**

The meeting was called to order at 10:00 a.m. by Jim Traynor, Chairperson.

**Members Present:** Al Anderson, Chuck Hoge, Eric Trueblood, Jim Traynor, Kari Ness, Lyn James, Mike Seminary, Pamela Schmidt.

**Members Present Via Phone:** Bruce Thom, Danita Bye.

**Members Absent:** Craig Lambrecht, Jon Simmers, Dr. Kelly Rusch, Mark Nisbet, Kyle Blanchfield, Robert Hovland, Steve McNally, Tim Hennessy.

**Guests Present:** Jill Schwab, Justin Dever, Wayne Sick, Kelvin Hullet, Shawn Wenko, Howard Klug, Brad Bekkedahl, and David Tuan.

**WELCOME & INTRODUCTIONS:**

Jim Traynor provided a welcome to members and guests and introductions were made around the room and on the phone.

Kyle Blanchfield from Woodlands Resort in Devils Lake is the newest member of the Foundation.

## **APPROVAL OF AGENDA:**

Jim Traynor asked for a motion to approve the August 18, 2016, agenda.

**Motion: Mike Seminary moved to approve the August 18, 2016, agenda. Lyn James seconded the motion. Motion carried.**

## **APPROVAL OF MINUTES:**

Jim Traynor asked for a motion to approve the May 31, 2016, minutes.

**Motion: Kari Ness moved to approve the May 31, 2016, minutes. Mike Seminary seconded the motion. Motion carried.**

## **COMMITTEE REPORTS:**

### **Finance Committee**

#### Quarterly Financial Statements

Jill Schwab reported that the Profit & Loss Statement for April 1 – June 30, 2016, reflects a net income of \$31,141.25. The Balance Sheet as of June 30, 2016, is \$274,365.44 which is an increase of \$70,691.87 over the same quarter 2015. The Workforce Development Division's Restricted Assets balance as of August 18, 2016, is \$69,100.20. The Statement of Cash Flows from April 1, 2016 – June 30, 2016, reflects a total of \$275,365.44. The Foundation needs to obtain \$957 in contributions to meet the \$300,000 match requirement from the Legislature. From July 1, 2015, through August 18, 2016, donors have contributed \$299,043 to the Find the Good Life campaign.

Expenses from July 1, 2015 – June 30, 2016, were the September 2015 Development Fund celebration at \$2,972, the October 2015 Pheasant Hunt at \$2,126.21, General Administrative costs of \$1,758.72, and Find the Good Life Fundraising Campaign expenses at \$229,268.50. The Foundation's highest contributions occurred in December 2015 with \$75,000 in pledges (Scheels and Hess Corporation) and the highest expenditures were Odney Advertising (paid media/advertising) at \$175,838.79 in March 2016. The largest percentage of expenses from July 2015 – June 2016 were Contract Services (Odney Advertising) 74.94%, Fundraising Expense (Terry Fleck) 12.69% and In-Kind Paid Media Expense (Midcontinent Communications) 8.46%. The expenses from June 2015 – July 2016 reflect a total of \$236,337.33.

As of June 30, 2016, the Odney Advertising budget for Find the Good Life was \$450,000. The Workforce Development Division spent \$177,100 in match dollars and the Foundation spent \$146,566 for a total of \$323,666. The Find the Good Life campaign collected \$297,043 from donors from July 1, 2015 – June 30, 2016.

Jim Traynor asked for a motion to approve the financial statements as presented.

**Motion: Pamela Schmidt moved to approve the financial statements as presented. Lyn James seconded the motion. Motion carried.**

## **DEPARTMENT OF COMMERCE UPDATE:**

### Commissioner Report/Commerce Budget Priorities

Al Anderson asked that Foundation members congratulate Sara Otte Coleman who has been nominated as one of three nationwide finalists for "State Travel Director of the Year". Sara has had over 70% of her staff employed for over 10 years. There has been a 44% investment increase in ND Tourism since 2003.

ND was named as the best place for millennials in June 2016. The Beacon Hill Institute named ND as #2 for state competitiveness in August 2016. Kari Warberg-Block was recently featured for women-owned businesses in a recent publication and the state of ND was recognized for its high ratio of women-owned businesses. ND was also chosen as the #2 Best Place to Raise a Family according to a website called GoBankingRates.com. The New York Times published an August 8, 2016, article outlining which states get the most buying power for \$100. North Dakota was the state per capita with the most purchasing power. Fargo was named #7 of the 50 Best Cities for Entrepreneurs in the August 2016 issue of Entrepreneur Magazine. Commerce, the state chambers and local economic development official offices access these stories and post them on their websites/social media sites and publish news releases on many of them.

Border Winds held a ribbon cutting for a new wind farm in Rolla, ND on July 19, 2016. AGT Foods Ribbon Cutting & Open House was held on August 5, 2016, in Minot, ND. Elbit Systems will conduct its first UAS flight on August 22, 2016, in Hillsboro, ND.

The Special Legislative Session's bill required Commerce to reduce its general fund budget by 2.5% on top of the previous allotment of 4.05%. We first cut unused program dollars or areas that had access to reserves, in order to reduce across the board cuts to Commerce programs and partners. Partner programs were impact at 2.2% out of the 6.55%. Commerce operating expenses were reduced by 2.4%.

During the 2017-2019 biennium, state agencies are being asked to provide a 90% base budget with one-time dollars that are only absolutely critical. One-time funding accounted for almost \$20 million out of the \$56 million in general funds that Commerce was appropriated in the current biennium. Partners have been asked to submit a budget with a 10% reduction. We are considering a budget plan that would leave 3 FTE positions unfunded.

The Foundation's Executive Committee developed a list of its top priorities on June 29, 2016, along with Commerce's Senior Team priorities. The Senior Team priorities are focused on revenue-generating funding items such as Tourism Marketing, Entrepreneurship, Research ND and the UAS Test Site. Previously funded one-time items that would not be funded include childcare facility grants, tribal college grants, workforce enhancement grants, tourism infrastructure grants, base retention grants, and homeless shelter grants.

Commerce will submit its budget by September 1, 2016. Governor Dalrymple will review Commerce's budget and submit his recommendations. The next Governor will take office on December 15, 2016, to make his recommendations and approve the executive budget. The legislature will review the budget during the 2017 session which begins on January 3, 2017.

Small/rural communities need to have technology access, insight to entrepreneurship, and entrepreneurial opportunities. Community leaders should pursue ways to attract young individuals and families to make their small towns desirable for quality of life.

Foundation members should look for opportunities to visit with Doug Burgum, Brent Sanford, or Marvin Nelson prior to the legislative session to discuss Foundation priorities.

## **OLD BUSINESS:**

### Next Meeting Date/Location for Quarterly Meeting

The fourth quarter board meeting will be held in Grand Forks, ND at Robin Hall on November 29, 2016, and will include a tour of the Grand Sky Aviation Park.

### Economic Development 101 Regional Meetings

Kelvin Hullet from the Bank of North Dakota and his staff along with Commerce officials conducted Economic Development 101 meetings (focus groups) statewide with mayors, chairs, and economic development officials on what is happening in their communities. BND developed community engagement questions for the communities to address regarding challenges, diversifying the economy, and sustaining growth. Some challenges they discovered are:

- ✓ Diversify the Economy--Entrepreneurs
- ✓ Evolving our "Tools" to a 21st Century Economy
- ✓ Fostering the "Digital Economy"
- ✓ Affordable Housing—What's that Mean?
- ✓ Need for Technical Skills

- ✓ Talent Attraction and Retention—Making ND Cool
- ✓ Infrastructure / Infrastructure / Infrastructure

In order to foster a culture of entrepreneurship, BND identified the stages of entrepreneurship and some gaps for financing. They then came up with a list of ideas of how entrepreneurs can access financing: Venture Capital Seed Funding Concept, some proposed changes to the Beginning Entrepreneurship Program, BND Business Stabilization Loan Program, BND Accelerated Growth Loan Program, BND Participation Loan, new definition of the Partnership Assisting Community Expansion, PACE and Flex Pace, their Match Program, and Desired Strategic Outcome for Economic Development Programming.

BND's objective with the changes is to deliver meaningful, agile financial solutions that serve to enhance public and private economic development efforts leading to the creation of new wealth and economic diversification. These solutions will position North Dakota as a leader in America in support of businesses at all phases of growth.

### **NETWORKING LUNCH:**

Howard Klug, Brad Bekkedahl, Shawn Wenko, and David Tuan reported that Williston has experienced a triple amount of growth in land area and people since the oil boom (they went from 12,000 to 30,000 people). Projects totaling \$1 billion in the past 6 years have occurred. Williston has completely overhauled their lagoon waste water system and water treatment plant. Main Street has been completely re-landscaped and the city will be interviewing shortly for a full-time city administrator to be in place by December 2016. They are remodeling the Williston City Hall to be a one-stop shop and their Ford Dealership is moving next to the new Menards. Williston now has the infrastructure in place to accommodate individuals for housing, hotels, and services. Their base infrastructure is able to accommodate 40,000 – 60,000 residents and they can potentially accommodate up to 100,000 residents.

Their debt accumulation is now at \$270 million since infrastructure improvements and Williston plans to complete another \$60 million in new infrastructure projects along with plans for a new airport. They have an aggressive debt repayment plan in place to manage cash flow. Williston utilizes several programs provided by the Bank of North Dakota and are still doing projects (simply on a smaller scale). They have a retail project in the works along with several expansions. The Stony Creek Rail Yard will see over \$500 million in rail coming through Williston. They are looking at a 10 year diversified Strategic Plan for the community and have applied for a foreign trade zone designation and opportunities for technology.

Williston will host a (WEST) Williston Reimagined Trade Show on August 30-31, 2016 WEST Trade Show. Williston is becoming a much younger community and their school enrollments have increased by 300 students in the upcoming 2016-2017 school year.

Williston built a new high school, re-purposed the old high school into a middle school (Grades 5-8) and will be looking to build another grade school.

Williston partners with Williams County to collect the additional 1% sales tax which was used to build the \$80 million Williston Area Recreation Center. They also passed a countywide public safety sales tax in Williams County which will be used for the court systems, police departments, and fire departments. They have a Northwest Transit System which services Williston, Watford City, and Crosby to address the transportation needs of senior citizens.

Williston is expanding their jail due to full capacity and have increased their law enforcement capacity. They own their own ambulance service which makes recruiting for EMTs a challenge. Their housing allowance cost the city \$1.6 million since the oil boom and the program will be phased out in the next two years. Housing rents have come down about 50% since the oil slowdown. They have some difficulty with physician recruitment and need to refer patients for mental health care issues to other cities/states.

Williston supports the daycare industry and they use economic development funds for daycare startups. They are seeing more locals applying for law enforcement positions instead of what used to be mostly Minnesota applicants.

The UND Williston scholarship program has expanded to five counties (Williams, Mountrail, Divide, McKenzie, and Burke). The scholarships allow students who grew up in these five counties to attend UND-Williston for two years at no cost. This program is funded through oil royalties. The City of Williston has recruited Gonzaga University students over the past three years for internship opportunities. Since those internships, eight individuals are now full-time Williston residents.

The decommissioned airport will look at the possibility of utilizing 800 acres to support a convention center. Highway 1804 will incorporate some turn lanes and will tie into five miles north of Williston and continue around Highways 2 & 85 to make them safer. The intent is for Williston to open up more shops, restaurants, and bring in additional food trucks. Williston wants to be a permanent town moving forward.

#### Find the Good Life Initiative Campaign/Finances/Metrics

Wayde Sick reported that a Recruiter's Network meeting with 30 attendees was held on August 16, 2016, in Fargo at Blue Cross Blue Shield of ND. The Recruiter's Network currently has 34 members and growing. The meetings consist of topics such as onboarding, using social media to recruit, hiring events, and presentations which are given by Recruiter's Network members in a roundtable/group discussion format. The biggest priorities among the Recruiter's Network are to find mid-level employees and upper management that are getting close to retirement. There is also a large need for healthcare workers. The Governor's Workforce and HR Conference will be held on September 20-22, 2016, at the Bismarck Event Center: WFHR2016.

On November 10-11, 2016, the National Student Nurse Conference will be held in Kansas City, Missouri with 600-800 students projected to attend (vendor show). The Workforce Division is looking at bringing along Recruiter's Network members, hosting a Find the Good Life booth, and conducting a paid media push while in that market.

The fee structure for the Recruiter's Network will undergo some revisions in Summer 2017 in order to garner more interest and would be expanded to include three tiers. The top tier would be able to assist in the decision making and strategic direction of the Recruiter's Network. The second tier would be companies that could provide best practices and recruitment tools (EDCs), and the third tier would be general memberships and receive the same benefits as currently offered with their \$1,000 payment.

The Foundation would conduct a paid media television push between Thanksgiving and Christmas along with a potential Spring 2017 media push. Wayde Sick reviewed the five metrics with members contained in their meeting packets. ND still has over 13,500 unfilled jobs and the lowest unemployment in the nation.

Nativo is the organization we use for native ads in the Find the Good Life campaign (February 11, 2016 – April 12, 2016). The average click-through rate is 1.15% and average article scroll depth to read an article was 78%.

#### **NEW BUSINESS:**

##### Annual Benchmark Status Report/Review Strategic Plan

Justin Dever reviewed the revised Performance Measures dated August 11, 2016:

# ND Economic Development Strategic Plan

## Performance Measures Updated on August 11, 2016



### **GOAL 1** Create, attract, and retain quality jobs and workforce in targeted industries and high-demand occupations.

- 1-1. Net Job Growth (2020 Target: 476,100 jobs; goal of 426,100 was revised on 11.1.2013)**  
2010: 376,000                      2015: 453,800                      Increase: 77,800 jobs  
2016 figures will be available in February 2017.
- 1-2. Average Annual Wage (2020 Target: \$50,000)**  
2010: \$38,127                      2015: \$50,696                      Increase: \$12,569 in avg. annual wage  
2016 figures will be available in June 2017.
- 1-3. Per Capita Personal Income (2020 Target: \$60,000)**  
2010: \$43,232                      2015: \$54,376                      Increase: \$11,101 (114% of nat'l. avg.)  
Initial estimates for 2016 will be available in April 2017.
- 1-4. Population (2020 Target: Population of 800,000; goal of 700,000 was revised 12.6.2012)**  
2010: 674,345                      2015: 756,927                      Increase: 82,582  
Population estimates for July 1, 2016 will be available in December 2016.

### **GOAL 2** Strengthen North Dakota's business climate and image to increase national and global competitiveness.

- 2-1. Gross Domestic Product (2020 Target: \$65 billion; goal of \$50 billion was revised on 2.19.2015)**  
2010: \$35.482 billion                      2015: \$54.830 billion                      Increase: \$19.525 billion  
Advanced estimates for 2016 will be available in June 2017.
- 2-2. Merchandise Export Value (2020 Target: \$6.5 billion; goal of \$4 billion was revised on 11.1.2013)**  
2010: \$2.53 billion                      2015: \$3.86 billion                      Increase: \$1.33 billion  
2016 figures will be available in February 2017.
- 2-3. Small Business & Entrepreneurship Council's U.S. Business Policy Index (2020 Target: Ranked among the top 10 states; goal of top 15 was revised on 12.6.2012)**  
2010: #18                      2015: #14  
The next release of the index is anticipated in December 2016.

### **GOAL 3** Accelerate innovation and entrepreneurship in targeted industries and emerging technologies.

- 3-1. Number of Private Sector Businesses (2020 Target: 35,000; goal of 32,000 was revised on 2.19.2015)**  
2010: 25,741                      2015: 32,464                      Increase: 6,723  
2016 figures will be available in June 2017.
- 3-2. Number of business activities as a result of Innovate ND. (2020 Target: 200)**  
2010: 100                      2012: 135                      Increase: 35
- 3-3. Aggregate use of Seed Capital Tax Credits and Angel Fund Tax Credits. (2020 Target: \$10 million; goal of \$5 million was revised 2.19.2015)**  
2010: \$4,157,157                      2014: \$9,095,058                      Increase: \$4,937,901  
2015 figures will be available in October 2016.

**Reportable data:**

- 3-4. Academic research and development expenditures** – In 2010, North Dakota had an estimated \$204 million in academic R&D expenditures. In 2014, this increased to \$222 million.
- 3-5. Industry research and development expenditures** – In 2010, North Dakota had an estimated \$236 million in industry R&D. In 2013, this decreased to \$215 million.

**GOAL 4** Enhance the state education and training system's ability to meet business and workforce needs of the future.

- 4-1. **Number of students taking skilled trade and technical education programs. (2020 Target: 33,600 students)**  
 2009-10: 30,753                      2014-15: 29,337                      Decrease: 1,416
- 4-2. **Retention of post-secondary program completers. (2020 Target: 65 percent)**  
 2010: 67.7 percent                      2013: 55.5 percent                      Decrease: 12.2 percent
- 4-3. **Percentage of working-age population that holds at least a two-year degree. (2020 Target: 55 percent)**  
 2010: 44.9 percent                      2014: 47.2 percent                      Increase: 2.3 percent

**GOAL 5** Continue to enhance a unified front for North Dakota that supports community, economic and workforce development.

- 5-1. **Number of local development and tourism stakeholders participating in Commerce-sponsored marketing, tourism, workforce, business development and community development activities. (2020 Target: 3,100 - maintain high participation)**  
 2011: 3,082
- 5-2. **Stakeholder perceptions of a unified front for economic development in the state. (2020 Target: 85 percent)**  
 2011: 83.6 percent

**GOAL 6** Enhance North Dakota's image.

- 6-2. **Number of visits as a result of paid advertising. (2020 Target: 2.4 million trips)**  
 2010: 1.0 million visits                      2014: 1.2 million visits
- 6-3. **Expenditures by out-of-state visitors. (2020 Target: \$5.4 billion)**  
 2010: \$4.6 billion                      2013: \$5.1 billion                      Increase: \$.48 billion
- 6-4. **Number of workforce relocators as a result of image enhancement efforts. (2020 Target: 1,000 workforce relocators)**  
 2010: 346 households                      July 2016: 699 households                      Increase: 353 households
- 6-5. **Tourism advertising impact on image. (2020 Target: 50 percent of respondents who say they strongly agree that "North Dakota is a place I would really enjoy visiting.")**  
 2010: 32 percent                      2014: 33 percent                      Increase: 1 percent
- 6-7. **International advertising equivalency for positive North Dakota stories. (2020 Target: \$5 million in international advertising equivalency since 2010)**  
 2011: \$1.23 million                      2014: \$1.04 million



## Foundation Priorities:

Justin Dever reported that North Dakota's five targeted industries are:

- ❖ Advanced Manufacturing
- ❖ Technology-Based Businesses
- ❖ Value-Added Agriculture
- ❖ Tourism
- ❖ Energy

## The Foundation has 5 Essential Strategies:

1. Maintain a positive business climate that supports private sector investment, growth and job creation.
2. Continue investing in university-based research and development conducted with the private sector that engages North Dakota in emerging industries such as life sciences and advanced technology.
3. Embrace entrepreneurship and foster a culture of entrepreneurship where innovative, tech-savvy companies can thrive.
4. Continue investing in statewide talent strategies that address education, training recruitment and retention to provide a steady supply of skilled workers needed to fuel long-term business growth.
5. Promote export trade by linking North Dakota businesses with foreign buyers and markets.

The original Strategic Plan was launched in October 2002 by Angelou Economics. The revised Strategic Plan was produced by Covenant Consulting. The Foundation started the process of updating the 2010-2020 Strategic Plan in 2008. The Foundation heard from 28 communities regarding their Strategic Plans and how the state could help them achieve their goals in developing the 2010-2020 Strategic Plan. The Foundation also led the 2020 & Beyond initiative starting in 2011. The Foundation should consider next steps for a revised Strategic Plan during 2017.

## Review and Approve 2016-2017 Budget

Jill Schwab gave an overview of the 2016-2017 Budget. The remaining match dollars to be spent on the Find the Good Life campaign are \$276,334.43. Of those dollars, the Workforce Development Division's portion is \$122,900 and the Foundation's portion is \$153,434. Between July 1, 2016, and August 18, 2016, the Workforce Development Division has spent \$4,451 on the Find the Good Life campaign. From July 1, 2016 – June

30, 2017, Recruiter's Network memberships are expected to be \$10,000, Client Relations and Marketing Events of \$21,200, and Meals and Beverages at \$6,000 (this includes the February 9, 2017, joint Foundation Legislative Reception with EDND, YP Network, and BND).

**Motion: Lyn James moved to approve the 2016-2017 Budget. Pamela Schmidt seconded the motion. Motion carried.**

#### Foundation Legislative Reception

Members and Kelvin Hullet decide that the Foundation's Legislative Reception should be held at the Bank of North Dakota (2<sup>nd</sup> floor) on Thursday, February 9, 2016. Pamela Schmidt and Jim Traynor will work with Jill Schwab, Kelvin Hullet, BND staff, EDND, the YP Network, and Clearwater Communications to coordinate logistics for this event. If any other Foundation members would like to serve on the Planning Committee, they can contact Jill Schwab.

#### Executive Committee Meeting Update

Al Anderson explained that Commerce has not grown in its general fund budget, in fact the current budget is less than the 2009-2011 biennium. Since that time, we have only added 1 additional FTE. Commerce has added additional programs since that time; however, we try to find efficiencies and continue to adjust as we move forward with programming. Much of the general fund spending increases have gone to four budget areas due to the current needs of the state: k-12 education, human services, higher education, and corrections.

#### **MEMBER COMMENTS:**

**Chuck Hoge:** NDSU received an anonymous grant for \$4.5 million for entrepreneurship. Priorities will be to an endowed faculty position, student scholarships, and bring in keynotes speakers on entrepreneurship with those funds. Senator Hoeven's Technology Conference held this week in Fargo was well attended. The Mayor's Entrepreneurial Summit is being held in Fargo on August 31, 2016, and the E-Commerce Summit is in September 2016. There are 6-7 different entrepreneurial groups that are meeting monthly and Drone Meet-Up groups have been established in the Fargo area.

**Kari Ness:** Currently moving into digital print for traffic signs at Newman Signs. Jamestown is doing well, the addition of Menards has been great for the community.

**Mike Seminary:** Downturns in ND drives entrepreneurship from its citizens and provides us with an opportunity to be our best at creativity and innovation. Cell phones generate 78% of all sales by citizens, so we have to find a way to stem local purchasing to churn local dollars and sales tax revenues.

**Lyn James:** Bowman has a new hospital under construction, a new grocery store under construction, and deli/liquor store under new ownership. A third liquor store will have a tasting room and the city is finishing up \$6 million in infrastructure projects. The decommissioned airport is going to turn into an industrial park and Lyn James just completed her 21<sup>st</sup> year as an elected official in Bowman.

**Eric Trueblood:** Nine ND Companies made the Fortune 500 Fastest Growing Companies in America. Great meeting today, fun to see the different dynamics and community leadership. On a person note, he recently went to Italy and excavated a WWII airplane that crashed 71 years ago.

**Jim Traynor:** Support Emerging Prairies as they are doing wonderful things for the state of ND. Thank you to all members for their time, talent, and treasure.

### Williston Airport Update

Steve Kjergaard gave a presentation to the members on the current status of the new Williston Airport. The current airport does not meet the FAA design standards. The project goals are to enhance safety by developing an airport that meets FAA design standards, develop airport facilities to handle existing and forecasted demand, and Evaluate benefits of existing site vs. alternative site build solution.

The biggest issue with the current airport is the terrain along with pavement sections, and rutting. The economic impact of the current airport is about \$220 million. The FAA approved a build design in 2014 for a new airport. The target cost is approximately \$240 million (\$58 million from Energy Impact Funds, \$120 million in FAA AIP funding, \$62 million for local share + finance expenses (City of Williston)). The airport will be slightly larger in size than the Bismarck Municipal Airport. They project to have the largest airport/bar in the state with around 70 seats. Three jet bridges with the possibility of a fourth jet bridge is planned.

Boardings per month in Williston average around 6,000. Pre-oil boom boardings were 500-600, peak boardings during the height of the boom was around 11,000 passengers. The master plan began 6 years ago and was submitted in 2015. The FAA issued a \$27 million grant on September 28, 2015. It is projected to take 3 years to build the airport and the goal is to open to the public in the third quarter of 2019. The terminal will be called Sloulin Terminal but the airport will be called the Williston Basin International Airport. You can keep up with project updates on [www.xwaproject.com](http://www.xwaproject.com).

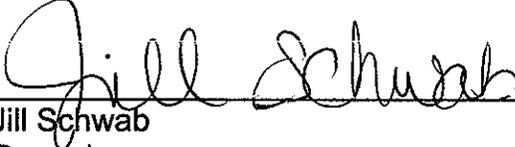
### **ADJOURNMENT:**

Being no further business, Jim Traynor adjourned the meeting.

The meeting adjourned at 3:55 p.m.

  
Jim Traynor  
Chairperson

11/30/16  
Date

  
Jill Schwab  
Recorder

8/18/16  
Date

**FUTURE ACTION ITEMS:**

- **Jill Schwab will coordinate the fourth quarter board meeting on November 29, 2016 in Grand Forks, ND.**
- **Foundation members should look for opportunities to visit with Doug Burgum, Brent Sanford, or Marvin Nelson prior to the legislative session to discuss Foundation priorities along with legislators in their region.**
- **The Foundation should consider next steps for a revised Strategic Plan during 2017.**
- **Jill Schwab will coordinate a Planning Committee meeting for the Foundation's Legislative Reception on February 9, 2016, involving all parties. If any other Foundation members would like to serve on the Planning Committee, they can contact Jill.**
- **Justin Dever will develop a white paper addressing Commerce budget talking points.**